

CONNECTICUT STATE BOARD OF EDUCATION
Hartford

TO BE PROPOSED:
October 3, 2001

RESOLVED, That the State Board of Education pursuant to Section 10-145d-427l of the Regulations of the Connecticut State Agencies, approved the recommendations contained in the October 3, 2001, memorandum, entitled "Revised Standards for the Reissuance of the Initial Educator Certificate," and directs the Commissioner to take the necessary action.

Approved as amended by a vote of 8: 0, this third day of October, Two Thousand One.

Signed:

Theodore S. Sergi, Secretary
State Board of Education

CONNECTICUT STATE BOARD OF EDUCATION
Hartford

TO: State Board of Education

FROM: Theodore S. Sergi, Commissioner of Education

SUBJECT: Revised Standards for the Reissuance of the Initial Educator Certificate

The purpose of this report is to recommend revised standards for eligibility of a reissuance of the initial educator certificate for individuals who have failed to successfully complete the Beginning Educator Support and Training (BEST) Program.

BEST Participation Requirements

In order to be eligible for the provisional educator certificate, beginning teachers who participate in the BEST program must meet the acceptable performance standard on the BEST portfolio assessment (see Attachment A). Beginning teachers have up to four opportunities to submit portfolios and meet the acceptable performance standard: (a) during their first year of participation in BEST if approved by their district for an early submission of the portfolio, (b) at the end of their second year in BEST, and (c) by December 1 and/or April 1 for those beginning teachers who did not successfully meet BEST requirements in year two and are eligible for a third year in BEST (see Attachment B).

Subsection (d) of Section 10-145f of the Connecticut General Statutes states that, "...the State Board of Education may reissue an initial educator certificate to a person who held such certificate and did not achieve a satisfactory evaluation on a professional knowledge clinical assessment providing the person submits evidence demonstrating significant intervening study and experience, in accordance with standards established by the State Board of Education."

On September 4, 1991, the State Board approved the following policies for qualifying intervening study and experience (see Attachment C):

- 1) a minimum of fifteen (15) semester hours excluding credit for the student teaching experience; and
- 2) supervised student teaching of sixteen (16) or more weeks of full day teaching experiences under the guidance of a cooperating teacher.

We are proposing that this policy be amended to:

- (a) allow candidates to complete the requirements for intervening study and experience within a minimum of one school year;
- (b) more closely align the requirements for intervening study to address areas of teaching competency as defined by *Connecticut's Common Core of Teaching* and the candidate's certification area;
- (c) require in advance the submission to and approval by the Department of a plan for intervening study and experience; and
- (d) require attestation of successful teaching experience by the employing Board of Education, private school, or college/university.

Recommended Standards for Reissuance of the Initial Educator Certificate

The following standards are recommended:

I. Conditions of Initial Educator Certificate Reissuance

Certification regulation 10-145d-427 (k), indicates that a person who holds an initial educator certificate, and has served under it in the employ of a board, and who has not successfully completed BEST, may be eligible for the reissuance of the initial educator certificate under the following conditions:

- A) Candidates who are reissued an initial educator certificate must successfully complete the certification requirements that are in effect at the time of the reissuance; and
- B) Candidates for reissuance of the initial educator certificate must meet the requirements for demonstration of significant intervening study and experience in accordance with standards established by the state board of education.

II. Requirements for Intervening Study and Experience

To demonstrate significant intervening study and experience as provided in subsection (d) of Section 10-145f of the Connecticut General Statutes, candidates for a reissuance of the initial educator certificate, subsequent to holding such a certificate and failing to achieve the performance standard necessary for successful completion of the BEST program or for an extension of the initial educator certificate, must successfully complete a program of study in education approved by the Commissioner or his designee that includes:

- A) **Course work:** a minimum of six graduate or undergraduate credits (two or three courses), the course content of which is related to developing teacher competency as defined by the BEST portfolio evaluation categories (planning for instruction, implementing instruction, assessment of learning, analysis of teaching) related to the candidate's certification area; and

B) ***Experience*** for one school year as a classroom teacher (in the area of the teacher's certification), in one of the following positions:

For one school year:

- Long-term substitute teacher: Once a permit has been issued by the Bureau of Certification and Professional Development, either the current employing Board of Education or another Board of Education may offer the teacher a long-term substitute position.
- As a teacher in a Connecticut private school.
- As a teacher in an out-of-state public or private school.

The employing agent shall be asked to declare intent to provide special support and supervision to the candidate.

For a minimum of 10 weeks:

- As a student enrolled in a planned program of educational study which includes a minimum of 10 weeks student teaching under the supervision of university faculty.

An application for the Approval of a Plan for Intervening Study and Experience is enclosed in Attachment D.

III. Documentation of successful completion of teaching experience and coursework

The employing agent will be asked to provide a written attestation of successful teaching experience. For individuals participating in a planned program, the college/university will provide a written statement confirming successful completion of a planned program by the faculty supervisor or certification officer. Completion of the plan of study (six credits) will be documented through the college/university transcript.

Requirements After Reissuance of the Initial Educator Certificate

Once the initial certificate is issued and the teacher is employed under that certificate, the teacher will be enrolled in the BEST Program and must successfully meet all requirements of the BEST Program in effect at the time of enrollment.

Recommendations

The Department recommends that the Board approve the revised requirements for the fulfillment of intervening study and experience for the reissuance of the initial educator certificate as outlined in this report.

Prepared by:

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Reviewed by:

Raymond L. Pecheone, Chief
Bureau of Program and Teacher Evaluation

Approved by:

Abigail L. Hughes, Associate Commissioner
Division of Evaluation and Research

October 3, 2001

Attachment A

Standards for completion of the BEST Program portfolios are as follows:

Acceptable Standard of Performance

- Level 4: Demonstrates an advanced level of competence in meeting the standards.
Level 3: Demonstrates a proficient level of competence in meeting the standards.
Level 2: Demonstrates a competent level of competence in meeting the standards.

Consequence: eligibility for provisional educator certificate provided all other requirements are met.

Conditional Standard of Performance

- Level 1: Demonstrates a conditional level of competence in meeting the standards.

Consequence for year two beginning teachers: eligibility for a third year in the BEST Program and re-submission of a teaching portfolio.

Consequence for year three beginning teachers: ineligibility for the provisional educator certificate.

Unacceptable Standard of Performance

Evidence of a serious deficiency in the portfolio documentation resulting in an unscorable portfolio; *or*, evidence of conduct in violation of the Code of Professional Responsibility for Teachers (Section 145d-400a of the Certification Regulations).

Consequence: eligibility for a third year in the BEST Program only if requested in writing by the superintendent of schools and upon a finding of good cause by the Commissioner of Education.

Attachment B

Options and Timeframes for the Submission of BEST Portfolios

Year of Participation in BEST	Submission Deadline	Results reported to candidate and district
Year 1 – requires approval of district for early submission	May 1	First week of September
Year 2 - normal timeframe for completing BEST	May 1	First week of September
Year 3 -those beginning teachers who failed to meet standard or who did not submit a portfolio in year 2. These teachers have up to 2 opportunities to submit portfolios in their third year. Portfolios will not be accepted after April 1.	December 1 April 1	February 8 June 1

Attachment C

**September 4, 1991 State Board Report: “Recommended Standards for the
Reissuance of the Initial Educator Certificate”**

**(If you would like to receive a copy of this Board Report, contact the BEST Program
Office at (860) 713-6820)**

Attachment D

Application for Approval of a Plan for Intervening Study and Experience

**Beginning Educator Support and Training (BEST) Program
Application for Approval of a Plan for Intervening Study and Experience**

In order to apply for the reissuance of the initial educator certificate, candidates must first submit a plan for intervening study and experience for approval. Documentation of the successful completion of this plan will be required to verify completion.

Date of application: _____

Name: _____

Social Security #: _____

Home
Address: _____

_____ Phone #: _____

Certification Area to be reinstated after completion of study and experience:

PROPOSED PLAN OF INTERVENING STUDY

The plan of study should include a minimum of six graduate or undergraduate credits (two or three courses), the course content of which is related to developing teacher competency as defined by the BEST portfolio evaluation categories (planning for instruction, implementing instruction, assessment of learning, analysis of teaching) related to the certification area that you wish to be reinstated.

Proposed Courses:

Please list below the courses that you propose to take, the college/university giving the courses, and the number of credits that will be earned. Please attach a description for each course to this application.

	Course	College/University	# of credits
1)	_____	_____	_____
2)	_____	_____	_____
3)	_____	_____	_____

PROPOSED PLAN FOR CLASSROOM TEACHING EXPERIENCE

Qualifying experience as a classroom teacher must be in **one** of the following positions for a minimum period of **one school year**:

- Long-term sub: Once a permit has been issued to you by the Bureau of Certification and Professional Development, either your current employing Board of Education or another Board of Education may offer you a long-term substitute position. The district offering the long-term substitute position must submit to the Bureau of Program and Teacher Evaluation a signed plan for your intensive support and supervision.
- As a teacher in a Connecticut private school.
- As a teacher in an out-of-state public or private school. OR

for a minimum of ten weeks:

- As a student enrolled in a planned program of educational study which includes a minimum of 10 weeks student teaching under the supervision of university faculty.

Proposed Classroom Teaching Experience for the 2001-02 Year

Check which of the following options you are proposing to fulfill the requirement for intervening teaching experience:

- ▶ long-term substitute ▶ university/college planned program
- ▶ out-of-state public or private ▶ private school

Name of
School: _____

Address of
School: _____

Start date of service: _____

This application and attachments comprise my request for approval of my proposed plan for intervening study and experience.

Signature of Teacher Requesting Approval of Plan

Date

Please submit this form and attachments to:

***Raymond L. Pecheone, Chief
Bureau of Program and Teacher Evaluation
P.O. Box 2219
Hartford, CT 06145***

Upon our receipt of this application, your proposal for intervening study and experience will be reviewed by the Bureau of Program and Teacher Evaluation and the Bureau of Certification and Professional Development. Approval will be sent to you in writing within two weeks of receipt.

cc: Required Attachments:

- 1) Description of courses to be taken
- 2) Plan for Support and Supervision to be completed by the employing agent or university/college.

**Connecticut State Department of Education
Beginning Educator Support and Training (BEST) Program
Notification to Intent to Provide Support and Supervision
(To be completed by the employing agent or university/college)**

Name of Applicant: _____

Name of School/District: _____, **or**

Name of University/College: _____

The applicant named above is applying for approval of a Planned Program of Intervening Study and Experience in order to be eligible for the reissuance of the Connecticut initial educator certificate.

Your signature below indicates your intent to provide special support and supervision to the candidate named above for a period of one school year (if the candidate is employed in a public or private school) or for a minimum of ten weeks (if the candidate is enrolled in a planned program of educational study).

You will be asked to provide a written attestation of successful teaching experience or successful completion of a planned program in order for the candidate to apply for the reissuance of the initial educator certificate.

Required signatures:

Superintendent/Director of Employing
Board of Education

Date

Or if University/College:

Faculty Supervisor/Certification Officer

Date

Beginning Educator Support and Training (BEST) Program Attestation of Intervening Study and Experience

The following steps need to be taken in order to document the completion of a planned program of Intervening Study and Experience, as pre-approved by the BEST Program, in application for the renewal of an initial educator certificate.

- I. Application for the reissuance of the Initial Educator Certificate:** Please complete the certification application (ED 170), enclosed.
- II. Attestation of Completion of Pre-Approved Course of Study:** Please submit a copy of an official university/college transcript(s), documenting a minimum of six graduate or undergraduate credits (two or three courses), as pre-approved through the BEST Program Application for Intervening Study and Experience.
- III. Attestation of Completion of Pre-Approved Classroom Teaching Experience:** Please complete the “*Statements of Successful Professional Experience*” form (enclosed) signed by your principal and superintendent or director of state-approved private special education facility. This form will be used to attest to the successful completion of one school year as a classroom teacher in the certification subject area in which reissuance is requested, as approved through the BEST Program Application for Intervening Study and Experience. ***If your teaching experience has been through a pre-approved planned program through a college/university***, please complete the form attached and submit it with your application for certification.

Submit your certification form ED 170, transcript(s), and Statements of Successful Professional Experience (or attestation of participation in planned college/university program, if appropriate) to:

***The Bureau of Certification and Professional Development
PO. Box 150471
Hartford, CT 06115***

Questions regarding your application for reissuance of the initial educator certificate, can be addressed to the Bureau of Certification, (860) 713-6969 or email at teacher.cert@po.state.ct.us

Questions regarding re-registration into the BEST Program and BEST Program requirements can be addressed to Beverly Hartstone, BEST Program Manager, (860) 713-6811 or beverly.hartstone@po.state.us